

The City Council for the City of Junction City, met in a regular session and in a work session at 6:30 p.m. on Tuesday, October 24, 2023 in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon and in a virtual meeting format via internet and phone.

PRESENT: Mayor, Kenneth Wells; Council President, Karen Leach; Councilors Sandie Thomas, Sidney Washburne, Andrea Ceniga, John P. Gambia, and Ken Hancock; City Administrator, Jason Knope; Police Chief, Mark Waddell; Public Works Director, Gary Kaping; and City Recorder, Kitty Vodrup.

REGULAR SESSION

1. Call to Order and Pledge of Allegiance

Mayor Wells opened the meeting at 6:30 p.m., led the Pledge of Allegiance, and took roll call.

2. Retirement Recognition – Officer Mike Bonner

Chief Waddell, the Council, City staff, and citizens expressed appreciation and congratulations to Police Officer Mike Bonner for 25 years of dedicated service to the City of Junction City and 28 years overall in law enforcement. Chief Waddell presented a shadow box from the Police Department, and Lane County Sheriff's Chief Deputy Carl Wilkerson presented a certificate and noted that Officer Bonner had been a great partner to the Sheriff's office and a valued member of the law enforcement community and the Crisis Negotiations Team.

3. Raintree Well Engineering Services Contract

Director Kaping presented the request for the Council to approve the contract with HBH Engineering to start the design work for the Raintree Well. The City had applied to USDA Rural Development (USDARD) for a grant, which was in the review process. In order for the engineer to start the design work for this well and for the City to be reimbursed by the grant, a contract approved by USDARD for engineering services must be signed and returned to USDARD.

MOTION: Councilor Ceniga made a motion to approve the engineering services contract and authorize the City Administrator to sign the necessary documents. The motion was seconded by Councilor Leach and passed by unanimous vote of the Council.

4. Alderdale Well Engineering Services Contract

Director Kaping presented the request for Council to approve the engineering contract with HBH Engineering to start the design and construction work documents for the Alderdale Well. Once the funding has been approved, the City would begin the bidding process, using these documents.

MOTION: Councilor Leach made a motion to approve the contract with HBH Engineering for the Alderdale Well and authorize the City Administrator to sign the necessary documents. The motion was seconded by Councilor Hancock and passed by unanimous vote of the Council.

5. Water System Updates

Director Kaping provided the following water system updates: Water rights were moving forward; the 13th and Elm Well pump had been ordered and was two weeks out; all contracts had been awarded for the well rehab work and would start in three weeks; ground storage tanks were around 35 feet and not quite at 36 feet where the wells would shut off.

Administrator Knope shared that they met with the Governor's Regional Solutions Team today, which included state representatives from various funding agencies. Would be identifying back up sources, in case the grant did not come through and would also be developing a list of test well sites. Were looking to get a third well funded so they would not have to always rely on the emergency well. There was some infrastructure funding at the state and federal levels still available that had a larger grant/loan forgiveness component and the City would work immediately on submitting paperwork for these funds, as deadlines were fast approaching. Would also be looking at potential grant funding for some aquifer modeling to help with some long-term projections and a better look at the aquifer both now and in the future. There was also funding available for things like Water Master and Water Conservation and Management plans and the distribution system.

6. Greenhill Animal Shelter Services Contract

Chief Waddell presented the Animal Shelter Services contract with Greenhill Humane Society and distributed an updated contract. Currently animals were turned into the Police Department (PD) and taken care of by Public Works employees in one of the four kennels at Public Works. Many times, animals were not claimed or adopted and then the City ended up housing these

animals for long periods of time, paying for food, vet bills, etc. The new process would include the PD looking for the owner and after a period of time if the owner was not found, the ownership would be transferred to Greenhill Humane Society for \$250.

MOTION: Councilor Hancock made a motion to approve the Animal Shelter and Services Contract with Greenhill Humane Society and authorize the City Administrator to sign the necessary documents. The motion was seconded by Councilor Leach and passed by unanimous vote of the Council.

7. Adjournment of Regular Session

Regular session was adjourned at 7:02 p.m.

WORK SESSION

1. Call to Order

Mayor Wells called the Work Session to order at 7:02 p.m.

2. Sanitation Operational Analysis Discussion

Administrator Knope reviewed that the Sanitation Operational Analysis had been presented on October 10, 2023, and the Council had asked that this come back to a work session. He distributed a memo from Attorney Connelly on the Request for Proposal process.

Councilor Gambee noted that most people were interested in the bottom-line costs, whether that be City provided or a franchise provided service. Junction City was the lowest cost provider in the analysis, and if that held true compared to franchise providers, he was in favor of the City continuing to provide this service.

Councilor Leach stated that they were discussing this because the Sanitation Department was in trouble, and she felt they needed to gather all information, including comparisons with other franchise providers. She said it would be great for the City to keep the service, and she wanted to know more about what it would take to make the department whole and see all the comparison information.

Administrator Knope responded that he and Director Kaping had looked at everything, with no stone left unturned, and the analysis included all the numbers the department would need to make it whole. Director Kaping expressed his agreement and that he felt very confident in the percentages SCS had provided, which would make the department whole again.

Councilor Hancock stated that no one could beat the quality of service the City provided, and noted that only three cities in Oregon provided sanitation services. He expressed his agreement to gather all the information and do their due diligence with an RFP to see what the franchise providers would charge. He noted that there were already trailers with garbage on the streets where people took their garbage somewhere else and they needed to be careful with rate increases to not lose more customers.

Administrator Knope noted that it was not a current requirement that people in the City limits use the City for garbage and they could take their garbage to a dump; however, other companies could not come into the City and provide that service. He added that if a franchise company came in, they might have different requirements and not allow exceptions. Director Kaping added that they allowed other garbage companies to pick up their employee's garbage if they lived in the City limits, as that was a benefit of their employment.

Councilor Ceniga expressed her agreement with what had been said. She had discussions with family members who lived in other areas about their garbage service, and there was a great benefit for the City to provide this service because of the customer service received. She noted that she did not like raising rates, but prices were going up and she would support whatever needed to be done to keep people employed and the service provided with the City. She also would support picking up another City, if that would help out with the costs.

Councilor Thomas stated that she felt the same way, and they needed to do their due diligence in looking at all options before making a decision, which they owed the customers. She added that in the comparisons SCS provided, Junction City was still the lowest, even with the rate increase.

Mayor Wells said the Sanitation Analysis was an excellent report and just what they had asked for, bringing them all the different options; with every option, the City would be ahead. He added that Lane County was seriously looking at increasing their tipping fees, which would

have significant impacts on sanitation rates throughout the county for comparables. Administrator Knope added that the reason the City took garbage to Coffin Butte instead of Lane County was that it was a lot cheaper.

Administrator Knope stated that based on Council feedback, staff would work with legal counsel to prepare the RFP and that would be brought back to Council for approval. He asked if there were options in the analysis that the Council would like to eliminate, as they could have SCS dial in more on a few options the Council was interested in and provide additional options on those, including a more phased approach. He noted that from a staff standpoint, they were in favor of Scenario 3, which would add the rolloff service. Director Kaping noted that other agencies had asked why the City was not providing rolloff service, to assist customers and also for greater revenue generation.

Councilor Ceniga asked when the last time was the City raised sanitation rates. Director Kaping responded 5 years ago with a 2% increase. Administrator Knope added the time before that was in 2009.

Mayor Wells noted that his concern with doing the RFP right now was that bids might not include the increases in tipping fees that Lane County may soon impose. Administrator Knope responded that they would want to receive bids on a multi-year rate structure.

Mayor Wells asked what Analysis options the Council would like to have staff come back with options on. It was noted that scenarios included:

Baseline Scenario – One-time rate increase of 43%. Stay with current operations.

Scenario 1 – One-time rate increase of 18%. Short term borrowing for vehicles.

Scenario 2 – One-time rate increase of 18%. Short term borrowing for vehicles. Serve an additional City in FY 2028.

Scenario 3 – One-time rate increase of 21%. Short term borrowing for vehicles. Add rolloff service.

The Council consensus was for staff to have SCS Engineering prepare options for phasing with Scenarios 1 and 3.

Councilor Gambie noted that he would also like to see what the liquidation value would be for the Sanitation vehicles and equipment.

Administrator Knope added that another piece to consider was the ripple effect if the City discontinued sanitation services, as City departments would no longer get free garbage service and other departments would have to pick up the additional administrative charges that the Sanitation Department currently covered. He added that if sanitation assets were liquidated, he would need to check with legal counsel on what those funds could be used for.

Mayor Wells asked if staff had direction. Administrator Knope summarized that staff would work with legal counsel to put together the RFP, which would come back to Council. After Council approval, the RFP would be issued and once the bids were received, staff would bring back those results, options on Scenarios 1 and 3, and the liquidation value of the department to a future Council Work Session.

The Council consensus was in agreement with that direction summary.

Administrator Knope added that Director Crocker was beginning next year's budget, so he would have Director Crocker use the 18% rate increase to prepare the budget for now, until Council made a decision.

3. Adjournment

As there was no further business, the work session was adjourned at 7:52 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

Kenneth Wells, Mayor